



Cure Violence Global Position Description

Position Title: Instructional Designer
Location: Chicago, IL
Reports To: Chief Program Officer
Position Type: Full-time with benefits or contractual/consultant

Organization Overview

Cure Violence Global™ (CVG) is a nonprofit organization whose mission is to reduce violence globally using evidence-based public health and disease control methods. CVG delivers in-depth training and technical assistance (TTA) on its proprietary Cure Violence® public health approach to violence reduction to jurisdictions and local community-based organizations. CVG's approach is grounded in an understanding that violence follows a contagious process: it clusters and spreads geographically, is transmitted through exposure, and is perpetuated and reinforced through social norms. The CVG model therefore focuses on 1) detection/interruption; 2) behavior change; 3) shifting community norms.

CVG's TTA approach calls for the identification of and collaboration with local partner organizations that have the capacity, credibility, and desire to operate a local program, with CVG providing start-up training, ongoing technical assistance, a peer learning network, and process and outcome evaluation to ensure program fidelity and maximal impact. Currently, CVG is working with more than 50 communities in the U.S. and in 10 other countries.

CVG is an equal opportunity employer and welcomes applicants of all races, ethnicities, religions, genders, gender identities, and sexual orientations.

Position Summary

The Instructional Designer will be responsible for applying systematic methodology rooted in instructional theories and models to help CVG design and develop content, experiences, and other solutions to revamp current and create new best-in-class training materials and to train partners in CVG's public health approach to violence reduction and develop e-learning materials and systems for the broader violence prevention field. This is a two-year, grant-funded position which may be extended if future funding is secured.

Essential Functions

- Develop and implement a comprehensive plan for the creation and updating of CVG training materials and curricula.
- Assist in creation of in-person and e-learning materials which support multiple learning styles.
- Design and develop supplemental training assets, e.g., audio, video, etc.

- Leverage a variety of learning strategies that meet learning objectives with flexibility for both virtual and in-person environments.
- Collaborate with Chief Program Officer and National Program Director to ensure that content is accurate and thorough.
- Develop TTT materials as needed, e.g., instructor guides, rubrics, and other teaching tools.
- Develop assessment tools to measure trainee knowledge gains and satisfaction in alignment with established evaluation models.
- Train staff and consultants in how to use learning technologies and training materials.
- Coordinate department-wide framework for cataloguing, storage and maintenance of all instructional design assets ensuring information is accessible and available to staff and partners.
- Complete appropriate updates and quality assurance revisions to training materials as necessary for the purpose of on-going learning system improvements.

Qualifications and Skills

- BS or MS degree in instructional design, educational technology, adult learning theory, or similar relevant field
- 5+ years of experience in instructional design
- Strong instructional design capabilities with a deep knowledge of digital learning tools and platforms and ability to determine the best tool to use in different scenarios
- Extensive knowledge of learning theories and instructional design modalities
- Expertise in designing comprehensive curricula within an organization
- Ability to write effective copy, instructional text, audio scripts/video scripts
- Excellent project management skills and proven ability to manage training programs
- Excellent communication skills and ability to connect with and convey content to diverse communities of learners
- Visual design skills (Photoshop, Illustrator) a plus
- Experience working with non-profits a plus

Salary and Benefits

Competitive/commensurate with experience and other qualifications. Competitive benefits package available.

Disclaimer

This job description reflects the general nature and level of work anticipated in this position. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job. Nothing restricts management's right to assign or reassign duties and responsibilities to this job at any time.

Please submit cover letter and resume to:

Takisha Keys

Director of Human Resources

Cure Violence Global

E-mail: tkeys@cvg.org